

MINUTES

OFFICE OF MEDICAL SERVICES  
CAREER SERVICE BOARD MEETING

Monday, 22 January 1973

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Present: DD/MS - Chairman.....  
SA/DSPS - Voting Member.....  
C/CD - Voting Member.....  
C/PS - Voting Member.....  
C/OD - Voting Member.....  
C/FSS - Voting Member.....  
C/PSS - Voting Member.....  
C/SD - Voting Member.....  
AO/FSS - Chairman, Panel C.....  
PO/OMS - Executive Secretary.....  
Secretary to DD/MS - Recording Secretary.

1. Minutes of previous Meeting

The minutes of the Office of Medical Services Career Service Board (OMS CSB) meeting of 13 December 1972 were approved by the Members without comment.

2. Panel A Report

The Chairman of Panel A had no report. He stated that there have been no regular meetings and therefore there is nothing to report.

3. Panel B Report

The Chairman of Panel B stated that he had nothing specific to report. However, he did mention that there is one vacancy on the staff which they are seeking to fill and will be recruiting in the spring. They will fill the vacancy with someone who has a background in either counseling, human factors, or industrial organization. He also noted that the promotion freeze affected one person who was eligible for promotion.

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4. Panel C Report

The Chairman of Panel C reported that there has been very little activity. He noted that in the next few months they will be doing competitive evaluations. These will be done after the fitness reports have been written and reviewed.

5. C/OD Report

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██████████ reported on the status of Medical Officer Training and pointed out that training has not been followed with any great enthusiasm. He passed out papers to each division/staff chief listing the people in his division/staff and what training each has had to date. It was noted that OD and PSS employees have been taking advantage of the training available. ██████████ mentioned that clerical personnel receive two courses before entering on duty.

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There was much discussion as to why or why not people were able to take the available training courses. ██████████ stated that before our people go overseas they take the required training courses unless their time of departure precludes this. ██████████ feels that more planning should be done in an effort to get employees going overseas into training courses before they leave. He does not feel they should be rushed through at the last minute. ██████████ then stated that most of the time we have great difficulty in recruiting officers for overseas and therefore when we do get them they are rushed through their courses so that an RMO slot overseas is not left vacant for too long.

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██████████ stated that he feels the opportune time for training is when an employee is new. ██████████ mentioned that the Clinical Division has two new doctors and that ██████████ is in a course now and ██████████ is slated to go into training as soon as possible. It was noted that the reason many employees do not receive training is that they are needed immediately in a position or find it difficult to take the time from the position they are in already. An example of this is the Support Division. ██████████ stated that the Support Division had three employees slated for training starting January 1973. So far two have been cancelled due to

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office requirements and it is likely the third will also be cancelled.

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██████████ felt that perhaps a solution to this problem would be for each division/staff chief to keep training reports on the individuals in their office and periodically submit them listing the training each has received or a statement as to why they have not received training.

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██████████ ended the discussion by stating that it is impossible to try to get everyone now in OMS who has not received training courses into all of them. The idea is that in the future when new employees enter on duty they make use of the available training.

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6. DD/MS Conclusion

██████████ adjourned the meeting and stated that the training situation can be reviewed again later in the year.

OMS/ned (23Jan73)

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